

**TOWN OF SHEFFIELD
SELECT BOARD
WORKING MEEING
JANUARY 27, 2022
VIRTUAL MEETING
10:00 AM**

Board Members Present: Rene C. Wood, Chairman
Martin C. Mitsoff
Robert C. Kilmer, Jr.

Others Present: Rhonda LaBombard, Town Administrator
Jill Hughes, Assistant to Town Administrator

Chairman Wood called the meeting to order at 10:00 AM.

Selectman Mitsoff moved to enter Executive Session for contract negotiations with the Town Administrator and to return to open session, seconded by Selectman Kilmer. The roll call vote was as follows:

Chairman Wood – aye
Selectman Mitsoff – aye
Selectman Kilmer – aye

Executive Session began at 10:02 AM.

The Board returned to open session at 10:25 AM.

Selectman Mitsoff moved to enter Executive Session for G.L. c. 30A, S. 21(a)(3) to discuss strategy with respect to collective bargaining and litigation, as meeting in open session would negatively impact the Board's bargaining and litigation positions (MassCOP Local 747 v. Town of Sheffield; DLR Case No. ARB-20-8358) and to return to open session, seconded by Selectman Kilmer. The roll call vote was as follows:

Chairman Wood – aye
Selectman Mitsoff – aye
Selectman Kilmer – aye

Executive Session began at 10:27 AM.

The Board returned to open session at 10:49 AM.

The Board reviewed and discussed an employment application for a Council on Aging van driver from Marilyn Fracasso. Administrator LaBombard stated that Ms. Fracasso currently drives for Great Barrington and has already had a CORI check. Selectman Kilmer moved to appoint Marilyn Fracasso as an alternate van driver for the Council on Aging, seconded by Selectman Mitsoff. The roll call vote was as follows:

Chairman Wood – aye
Selectman Mitsoff – aye
Selectman Kilmer – aye

Administrator LaBombard stated that when the Board last met with Highway Superintendent Jim Collingwood they informed him that they would meet again at the end of the month. It was the consensus of the Board to meet with Superintendent Collingwood on February 3rd.

The Board reviewed and discussed the January 7th letter from Caleb Stone of Southern Berkshire Volunteer Ambulance Squad (SBVAS). SBVAS is requesting that area towns use funds from the American Rescue Plan Act (ARPA) towards the purchase of a new ambulance. Sheffield's portion would be \$60,885. The Board discussed the assessment that the Town has been paying to SBVAS. Administrator LaBombard will contact Mr. Stone about the assessment and timing of payment. It was the consensus of the Board to discuss the matter further at their February 7th meeting.

The Board discussed the Senior Center Assistant position. Administrator LaBombard stated that Lori Neil, Town Hall Administrative Assistant spent a few days at the Senior Center and would like to apply for the position. She stated that the position has been posted internally and recommended the Board appoint Ms. Neil to the position. Selectman Mitsoff moved to appoint Lori Neil as the Assistant to the Director at the Senior Center, with a start date to be determined, seconded by Selectman Kilmer. The roll call vote was as follows:

Chairman Wood – aye

Selectman Mitsoff – aye

Selectman Kilmer – aye

Administrator LaBombard discussed the Town Hall Administrative Assistant position that will be vacant since Ms. Neil is leaving. She discussed changing the duties of the position and that it be an Assistant to the Town Administrator's office. Selectman Kilmer suggested reaching out to Berkshire Community College and Northwestern Community College for applicants. Selectman Mitsoff moved to authorize Administrator LaBombard to develop a job description for the Assistant to the Town Administrator's Office and to post the position when completed, seconded by Selectman Kilmer. The roll call vote carried as follows:

Chairman Wood – Aye

Selectman Mitsoff – Aye

Selectman Kilmer – Aye

Selectman Mitsoff discussed the Agreement with MassDEP regarding the Air Sensor Grant Program that the Board of Health applied for and was awarded. He stated the grant would involve placing five air sensors around town that would relay the air quality information to a database. Selectman Mitsoff explained that the air sensors would need to be connected to electricity and have wi-fi access in order to work and that they were not made aware of that until they received the Agreement. The Board discussed the difficulty in finding areas in town where the units could be connected. Chairman Wood moved to decline the Air Sensor Grant Program with MassDEP and to ask the Board of Health to inform them, seconded by Selectman Mitsoff. The roll call vote carried as follows:

Chairman Wood – Aye

Selectman Mitsoff – Aye

Selectman Kilmer – Aye

Selectman Mitsoff discussed the broadband survey. He stated that he contacted Sertex and they would conduct the survey and record the download/upload speeds within the survey. The cost would be approximately \$3,000 - \$4,000, which would be credited if the Town works with them as a consultant/project manager if the Town moves forward with fiber optic. Chairman Wood stated she would like the information for the Five Town Cable Advisory Board for negotiations and that the information on the speeds is necessary for grant applications. Selectman Mitsoff stated that the surveys should be taken on a household device that is connected to broadband. Selectman Mitsoff moved to finalize the broadband survey with Sertex and to authorize Chairman Wood and Administrator LaBombard to execute the Agreement at a cost of no more than \$4,000, seconded by Selectman Kilmer. The roll call vote carried as follows:

Chairman Wood – Aye

Selectman Mitsoff – Aye

Selectman Kilmer – Aye

Chairman Wood moved to use ARPA funds to fund the broadband survey, seconded by Selectman Mitsoff.

The roll call vote carried as follows:

Chairman Wood – Aye

Selectman Mitsoff – Aye

Selectman Kilmer – Aye

Selectman Mitsoff moved to adjourn the meeting, seconded by Selectman Kilmer. The roll call vote carried as follows:

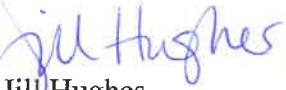
Chairman Wood – Aye

Selectman Mitsoff – Aye

Selectman Kilmer – Aye

Chairman Wood adjourned the meeting at 12:00 PM.

Respectfully submitted:



Jill Hughes

Assistant to Town Administrator

Documents reviewed at this meeting:

Employment Application

Letter from Southern Berkshire Ambulance

Agreement with MassDEP